



Change Order - Minor Change

Contract Number	Contract Title	Federal Aid Number
Change Order Number	Change Description	Date
Region	Project Engineer	Phone Number
Prime Contractor		

- ☐ Ordered by Engineer under the terms of Section 1-04.4 of the Standard Specifications
☐ Change proposed by Contractor

Change Description

All work, materials and measurements to be in accordance with the provisions of the Standard Specifications and Special Provisions for the type of construction involved unless stated otherwise in this document.

Original Contract Amount \$	Current Contract Amount \$	Est. Net Change This C.O. \$	Est. Revised Contract Amount \$
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Prime Contractor Signature or
Method of Concurrence: _____ Date _____

Project Engineer's Signature for Execution: _____ Date _____

Distribution: Original w/Attachments - Project Engineer
Copy of page 1 w/o Attachments - Prime Contractor
Copy w/o Attachments - Region Construction Office
Copy w/o Attachments - State Construction Office

Change Order - Minor Change (Not To Be Used For Structural Changes)

Contract Number	Contract Title	Federal Aid Number
Change Order Number	Change Description	Date
Region	Project Engineer	Phone Number
Prime Contractor		

Approvals Required by CO Checklist (if any): _____ Date _____

Avoidable Change? ☐ Yes ☐ No Value Added by the Change Order: \$ _____

Calculated By				Date		Checked By				Date	
Inspector				Date		Work Started			Work Completed		
Item No.	Item	Group	Date	Unit	Quantity	RAMS/QPL	CAPS no.	Post	Ckd	Est. No.	

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